



DEPARTMENT OF THE AIR FORCE
UNITED STATES SPACE FORCE
PETERSON-SCHRIEVER GARRISON

AUG 11 2020

MEMORANDUM FOR ALL SUBORDINATE COMMANDS AND TENANT UNITS

FROM: P-S GAR/CC
775 Loring Avenue, Suite 205
Peterson AFB CO 80914-1290

SUBJECT: Public Health Directive #1

1. As the COVID-19 pandemic evolves we must continue to adapt installation policies and preventive actions. The crisis is constantly transforming, and our posture must also adjust to appropriately balance protecting base personnel while ensuring continued mission effectiveness.

2. Additionally, the evolution of our organizational structure and establishment of a single command (the Peterson-Schriever Garrison) has strengthened the need for consistent policies across the Garrison. To continue combating the potential spread of COVID-19, I am establishing the following guidelines and procedures for the Peterson-Schriever Garrison locations that are in or near Colorado Springs, Colorado.

a. Return of Workforce:

- (1) Commanders and supervisors have authority to coordinate return to work schedules for up to 75% of their non-vulnerable workforce, as long as CDC physical distancing guidelines can be maintained. Where CDC guidelines cannot be accommodated for a reduced workforce return, the maximum use of rotating shifts and/or telework should be utilized once a workspace reaches maximum capacity.
- (2) Commanders and mission partners with explicit mission needs requiring a return of more than 75% of their non-vulnerable workforce are authorized to exceed this threshold as long as CDC physical distancing guidelines are followed OR after consultation with the P-S GAR Public Health Emergency Officer (PHEO), Major W. Taylor (JEDI) Timberlake. Maj Timberlake can be reached at william.t.timberlake2.mil@mail.mil or 719-322-4258.
- (3) High-risk personnel may be reintegrated into the workplace in a limited posture only when strict physical distancing and mask utilization is feasible. Supervisors should make reasonable accommodations for personnel with individualized needs or concerns.
- (4) All personnel should assess their health before leaving home. Personnel should proactively self-identify to their leadership if experiencing any symptoms of COVID-19 or other illness. If not feeling well, employees should remain at home and not enter the workspace. Those who experience a fever must not return to their work center until they have had no fever for at least 72 hours and are no longer experiencing symptoms.

b. Base Access and Entry Procedures:

- (1) Security Forces personnel will continue to utilize personal protective equipment, including face coverings, and refrain from physically handling identification cards for personnel accessing the base.
- (2) Effective 17 Aug 2020, when entering P-S GAR locations, all personnel will be required to lower windows and present identification for scanning. Security Forces personnel may also ask for face coverings to be briefly lowered, if necessary, to verify identification. This approach is being adopted to balance public health and operational risk and to standardize entry procedures across Front Range AF bases.

c. Controlled, Restricted Areas and Operations Centers:

- (1) Commanders at all levels should continue to take action to protect operations centers and operations crews. Specific policies and procedures for a given operations center will be defined by Space Delta or other commanders who execute mission in those operations centers.
- (2) Access to restricted areas will be granted to mission essential visitors on a case-by-case basis. At Schriever Air Force Base, MDA mission essential visitors will continue to enter the Restricted Area (RA) at the West Portal after their T or V badge has been approved.
- (3) Access to P-S GAR Installations' Controlled and Restricted Areas will continue to be prohibited for symptomatic personnel.
- (4) Tours remain prohibited in Controlled and Restricted Areas without a specific mission need and require P-S GAR/CC, Space Delta/CC or appropriate mission partner lead approval.

d. Physical Distancing and Gatherings:

- (1) Consistent with national guidance, all personnel should continue to practice physical distancing on and off duty. Operations crews, teams, and mission essential personnel should continue to use extra caution to avoid close-contact environments.
- (2) Physical distancing practices should be followed when holding required meetings or gatherings to include mask wear, sanitization and hygiene protocols. Number of participants in any type of gathering will be limited by venue size and determined by CDC physical distancing guidelines. (See <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html>)
- (3) Commanders and partner leads are granted authority to approve meetings/gatherings by members of their units. However, an assessment of benefits and associated risks shall be conducted when planning gatherings of personnel on any P-S GAR

installation. *Leads are highly encouraged to consider the defensibility/mission criticality of an event should positive cases trace back to the gathering.*

- a) Attendance at any gathering should be limited by venue size as determined by CDC physical distancing guidelines.
- b) Mask wear, sanitization, distancing, and hygiene protocols should be followed throughout the duration of the event. Leads should consider the impact of food service or other aspects of an event that may drive participants to relax adherence to these protocols.
- c) 21 MDG Public Health shall be consulted before conducting any events forecast to exceed 50 total attendees. The P-S GAR Public Health Emergency Officer (PHEO), Major W. Taylor (JEDI) Timberlake, will provide recommendations pertaining to event approval and risk mitigation.
- d) The P-S GAR PHEO will track events exceeding 50 total attendees occurring on P-S GAR installations and advise the P-S GAR/CC if there is an increased COVID-19 risk that would drive further restrictions on meetings/gatherings.
- e) All requests to serve alcohol on P-S GAR installations continue to require P-S GAR/CC approval in accordance with AFI 34-219, *Alcoholic Beverage Program*.

e. Wear of Face Coverings:

- (1) Individuals will wear a face covering that covers the nose and mouth when six feet of physical distance cannot be consistently maintained. Mask wear is encouraged under all circumstances, regardless of physical separation from other individuals.
- (2) Exempted from this directive are persons in their personal residence and persons in their personally owned vehicles.
- (3) If the face covering poses a safety hazard in the performance of duties, individuals are allowed to remove the cover for the time required to complete that duty.
- (4) Personnel with underlying health conditions that prohibit the wear of a mask IAW CDC guidelines should acquire medical exemption documentation from a health care provider. Such personnel are still required to adhere to physical distancing guidelines as outlined above.

f. Dining Facilities:

- (1) P-S GAR dining facilities are open to all personnel, to include partner organizations.
- (2) Limited sit-down dining is authorized with physical distancing measures; take-out containers and utensils will continue to be utilized.

- (3) Dining Facilities will continue to implement mitigation measures such as no salad bar, wrapping individual food items, and limiting contact during payment and checkout.

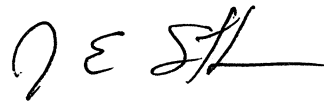
g. Garrison Facilities and Services:

- (1) All services activities, to include Child Development Centers, School-Age Programs and Family Care Child Homes will follow CDC and COVID-19 federal/state/local guidance.
- (2) Unit PT and limited intramural sports (such as softball or other activities that allow for appropriate distancing) may be conducted.
- (3) Shuttle bus services at Schriever AFB will continue operations between the hours of 0530 and 1800, Monday through Friday. The CMAFS shuttle bus service will maintain operations 7 days a week. Buses will have staggered seating and protective measures around the driver's compartment. Riders are required to wear face masks.

3. This guidance supersedes the following:

- a. *Consolidated Schriever AFB COVID-19 Guidance and Directives, 12 June 20*
- b. *Peterson AFB & Cheyenne Mtn AFS Personnel, Public Health Directive #3, 15 June 20*

4. In the absence of specific direction outlined above, the 21 MSG/CC and 50 MSG/CC are empowered to implement actions that balance risk to physical and mental health, risk to operations, and risk to mission sustainment at Peterson AFB and Schriever AFB, respectively. Through a balanced, measured approach we will continue to defeat this enemy and preserve the long-term health of our teams and operations. As the installation host, we will continue to monitor and assess the situation and adjust directives and guidance as necessary.



JAMES E. SMITH, Colonel, USAF
Commander